

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY  
REGULAR MONTHLY BUSINESS MEETING  
Tuesday, August 17, 2021  
6:30 P.M.

**AGENDA**

**CALL TO ORDER**

The meeting was called to order at 6:31 p.m. by President Tara White.

**PRESENT**

Tara White, President  
Terry Bailey, Treasurer  
Adam Podell, Member  
Jennifer Maure, Member  
Brad Ellett, Member  
Stephanie Murphy, Director  
Amy Schrock, Assistant Director  
Wendy Arndt, Administrative Assistant  
Sarah Audiss, Children's Coordinator

**ABSENT**

Mindie Colanese, Vice President  
Casey Gumm, Secretary

**CONSENT AGENDA**

- APPROVAL OF MINUTES
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS

Terry Bailey made a motion to approve the Consent Agenda. Jennifer Maure seconded the motion. Motion carried.

**REPORTS**

- DIRECTOR'S REPORT

Director Stephanie Murphy reported that we had a successful staff in-service day. Jill Gude, from Youth Services Bureau, trained the staff on what it means to be a Safe Place and how to help any youth that asked for assistance. Kara Cleveland, from the Indiana State Library, provided training on Inspire and all the services provided by the State Library. Stephanie met with Jake Speer from the State Library and Mike Shontz from Overdrive. We continue to work towards a stronger consortium. We were at the Farmer's Market on Saturday, August 7. It gave us the opportunity to generate some excitement about the Library of Things in addition to making two library cards and checking out library materials to two other families. Stephanie has been in communication with MKM about the subcontractor's inability or unwillingness to maintain the landscaping. Stephanie is asking that the retainage come to us and that we take care of the weeding ourselves and hire someone to fix the lawn and trees. Stephanie continues to work as a member of the Indiana Library Federation Board of Directors and on the Annual Conference Committee. Stephanie applied for more than \$20,000 in ARPA grant funding which would be used for outdoor improvements, bringing library resources outside of the building to our patrons.

- SUMMER READING REPORT

Sarah Audiss, Children's Coordinator, talked about the Summer Reading Program and all the wonderful activities we had for the patrons. It was a great summer and patrons enjoyed getting back to the Library and participating in all our activities again.

- FINANCIAL REPORT

Amy Schrock asked if there were any questions regarding the financial report. No questions were asked.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

1. The HVAC Investigation was discussed. Stephanie and Amy met with DLZ regarding the HVAC. The good news is that the system is designed to work differently than we thought and it should work for our building. The question is why isn't it, especially in regards to the humidity level. Stephanie feels that we have time to explore options to deal with the HVAC. She is waiting on DLZ to come up with a proposal to do a thorough investigation.
2. There was an Annual Budget Discussion. Stephanie Murphy went over our budget for 2022. Due to the problems with last year's budget, we are under binding review with the County again and they will approve our budget which works out fine because we need to greatly increase our Rainy Day Budget in order to deal with the HVAC issues and that would require County approval anyway. The County Council is aware of this and we will be on their agenda at the appropriate meetings.
3. Brad Ellett made a motion to approve the Insurance Renewal with the Healy Group for \$10,592.00. Terry Bailey seconded the motion. Motion carried.

### **PUBLIC COMMENTS**

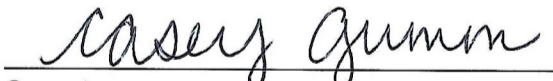
Three members of the Euchre Ladies Group: Betty Freestone, Cleo Kaminski, and Sue Gadacz, attended the Board Meeting to speak to the Board members about why they no longer receive help setting up for Euchre anymore from the Library staff and their desire to again receive assistance. Member Cleo Kaminski stated that the majority of the members are elderly, some as old as 90, and that they would like to have assistance setting up for their meetings as they did in the past. The Board listened to the members and stated that they would consider their request and respond to them via Director Stephanie Murphy.

### **OTHER BUSINESS**

### **ADJOURNMENT**

Terry Bailey made a motion to adjourn the meeting. Brad Ellett seconded the motion. Motion carried. Meeting adjourned at 6:59 p.m.

  
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President

  
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Secretary